



## Legatus Group CWMS Advisory Committee

### **Unconfirmed Minutes**

Wednesday 17 October 2018

Clare and Gilbert Valleys Council 4 Gleeson Street, CLARE SA

#### **1. Welcome:**

The meeting was opened at 1.30pm and Legatus Group CEO welcomed everyone.

#### **2. Attendance:**

Wayne Hart (CEO Mt Remarkable), Lee Wallis (Goyder), Gary Easthope (Clare and Gilbert Valleys), Chris Parish (Wakefield), Simon Millcock (CEO Legatus Group) and Moira Coffey (Project Officer Legatus Group).

#### **3. Apologies**

Andrew Cole (CEO Barunga West)

#### **4. Welcome and Introductions.**

Simon Millcock welcomed everyone and outlined the terms of reference (ToR) which had been distributed noting that this is an advisory committee to assist with:

- decision making by the board;
- monitoring joint CWMS service arrangements associated with LGA funding; and
- oversee the programs are delivered with value.

This included identifying efficiencies and cost savings for the operations and maintenance of CWMS for our members.

##### **4.1 Appointment of Chair**

The ToR include the appointment of Chair for the Advisory Committee.

The meeting recommended that Andrew Cole CEO Barunga West Council chair the committee.

Action: Simon Millcock approach Andrew to confirm.

##### **4.2 Current funding program: (Moira Coffey provided an update)**

- First quarter of project completed and invoiced.
- 6 workshops per year with the purpose of knowledge sharing and networking – 2 held to date with next ones scheduled Friday 7 Dec.
- Annual conference – held July.
- Audit/mapping of the 15 members systems – commenced although there are gaps which need clarifying.
- To look for efficiency opportunities – ongoing.
- Investigate and scope a regional sludge processing plant – to be further discussed.
- Coordination support – Moira Coffey has been the initial Project Officer and completes role after the meeting. The meeting acknowledged the work undertaken by Moira and thanked her for the progress made. Moira expressed her gratitude to the approach and support from all.
- Skill sharing across the areas – Recognise the level of expertise within the Legatus Group members and the networking and subregional meetings and site visits have been well received.

## 5. Findings from Conference and Survey (Moira)

5.1 Survey: Moira Coffey outlined key findings from the survey undertaken on the Legatus Group CMWS.

The meeting recognised that the data captured to date is incomplete with a need for more inputs to finalise, however key messages which have come through are:

- Improvements and efficiencies are continuous when the foundation is in place. This is not the case for all members and they are different levels. Up to the experts to decided best practice and this is a role for the advisory committee? Is the best practice cost recovery?
- Budget: Budget per number of connections – which is about right and what reserve should councils be considering.
- Charges: vary across region (from 1 to 2 different rates, from \$189 to \$673)
- Value of outsourced work could see savings but need greater clarity of the data.
- Skills: Leadership/elected members need to be aware of the importance of the CWMS. Those undertaking the work at a ground level need to be skilled with at least Cert III in wastewater management and lots of onsite experiences.
- What information is important/critical in order to measure efficiency and effectiveness? This is the data that needs to be in a data base. Consideration of the number of connections as the base to compare against.
- Purchasing efficiency: the scope of what is outsourced varies. Possible better cost control if a panel agreement covering the region were in place.
- Understand the financial implications for the ageing assets.
- Resource sharing – e.g.: Is there opportunities for a council to provided services to a cluster via a subregional shared service approach.
- Digital maturity: Only 4 have scada limiting the remote control/sharing and only 2 have digitised infrastructure data.
- Reuse: not everyone is reusing.
- Sludge is being managed differently across the region with some having not having high volumes what options are available. Linkage with green waste/bio wastes, trade waste is an issue with things like metals and drugs.

Recommendation:

1. Simon Millcock to investigate the possible business case for a regional sludge processing plant by contracting a PhD intern to research the sludge use for councils (septic tanks and CWMS). This could include what is being used currently and what is forecast for the future along with linkages to trade waste. It was suggested that

Nick Swaine from SA Water may have some information which could be adopted for our needs or that he may like to have some input into the approach.

2. Simon Millcock to secure a new project officer for 2019 to undertake activities identified including resource sharing subject to the costs associated with PhD Intern and the current Legatus Group budget.

5.2 Conference: Moira Coffey outlined key findings from the conference:

- LGA CWMS Management Committee maintain a state-wide network register.
- Greater ability for networking at the annual forum / conference with dinner before or after.
- Work collaboratively on cost opportunities.
- Investigate the ability for the CFS to use waste water for firefighting, greater knowledge on the risks such as needing to drink water from tanks and cross contamination of mains. Also need to know if treated on way in vs on way out.
- The need for councils to take responsibility for consultation not the engineers as community consultation is a key area of responsibility.
- Advocate for consistency and rationalisation of mandatory reporting between different agencies and that this should be an LGA SAROC agenda item to assist with reducing red tape.
- Have there been any issues raised across the State on reports which have been provided or are the reports being used just as a tick and flick.
- Procurement there appears to be little support being provided to regions and that the LGA template could be improved. Regional clusters and the ability to scale could be an issue but procurement opportunities should be addressed.
- State wide training and certification be managed through a state-wide approach.

Recommendation:

- I. Simon Millcock to provide report to next SAROC EO's meeting and to provide copy of the minutes and reports to LGA CWMS Management Committee and LGA Procurement.

## 6. Topics for next sub-regional workshops

- Office of the Technical Regulator, SA Health, EPA – why we do what we do.
- Findings from safety, reliability, maintenance and technical management plans.
- Procurement opportunities.
- Database on key information – standardisation across regions.

## 7. Close and next meeting.

The meeting was closed at 3.00pm and next meeting and location to be advised by Simon Millcock following the sub-regional workshops.